



Woodward Dream Cruise Permit & License Package

Dear Applicant,

If you are interested in vending or hosting a celebration space during the Woodward Dream Cruise, please review this application packet carefully. Applications are due 14-days prior to the event date.

Applications included in this packet are:

- Community Development's Dream Cruise Event Permit Application which covers
 - Tents
 - Banners
 - Bleachers
 - Platforms
 - Signs
- Community Development's electrical permit application (required for generators)
- Community Development's Temporary Use of Private Property
- Clerk's office Commercial Vendor Application
 - Organizer consent form required if vending within the special event area
 - Owner consent form required for vending on private property

Be advised: only completed applications will be accepted and all fees are due upon submission. Not all applications may be necessary, ensure you only fill out the applications you need. Refer to the applications for details and requirements.

Questions or concerns regarding the Commercial Vendor Application can be directed to the Clerk's office (248) 530-1880. Questions or concerns regarding the other applications can be directed to Community Development at (248) 530-1850.

Happy Dream Cruise,

City of Birmingham



Birmingham Cruise Event: Road Closures

South Old Woodward Ave. between Maple Rd. and Lincoln St. (and portions of select side streets) will be closed to vehicle traffic for the Birmingham Shopping District's Birmingham Cruise Event the Saturday of the Dream Cruise. South Old Woodward Ave. south of Haynes St. will be closed starting Friday, prior to the event. All streets will reopen as early as possible on Sunday.



WOODWARD DREAM CRUISE

COMMUNITY DEVELOPMENT DEPARTMENT REQUIREMENTS

PUBLIC PROPERTY

- Events on public property must be approved for a Special Event Permit by the City Commission. Deadline for application is **90 days before the event**. The Community Development Department **DOES NOT** issue any permits for events in the public right of way.
- Absolutely no tents, signs, or chairs are allowed in the Woodward Avenue median.

PRIVATE PROPERTY

- Events located on private property are permitted during the Dream Cruise and are subject to review against the City's codes and ordinances. Permits are required to be submitted for events on private property. These permits include (but are not limited to) the following:
 - **TENT PERMIT**
 - Refer to the separate Tent Permit Requirement document provided for specific regulations and instructions for tents and canopies.
 - **TEMPORARY USE PERMIT**
 - Temporary Use Permits allow for short-term and minor deviations from the requirements of the Zoning Ordinance for uses which are truly temporary in nature, will not adversely impact the surrounding area and land uses, and which can be terminated and removed immediately.
 - A signed Consent of Property Owner form required.
 - **SIGN PERMIT**
 - All temporary signage requires a Sign Permit.
 - A dimensional drawing or other rendering is required to be submitted for each sign. You must indicate length and width of proposed signs as well as height from the ground (when applicable).
 - **TEMPORARY STRUCTURE PERMIT**
 - A Temporary Structure Permit is required for bleachers, stages and showcases and approved by the Building Department.
 - Two (2) sets of scaled drawings or plans are required for all temporary structures.
 - **ELECTRICAL PERMIT**
 - Generators will require an electrical permit submitted by a licensed electrical contractor.

Please be advised that only complete submissions will be accepted and all fees are due upon submission. Make checks payable to City of Birmingham.

City of Birmingham
151 Martin Street, Birmingham, MI 48009
Community Development Departments
248.530.1850
www.bhamgov.org



TENT & CANOPY REQUIREMENTS – DREAM CRUISE EVENT

- All tents and canopies over 400 square feet require a permit.
- All tents and canopies shall be properly secured to the ground.
- A detailed site plan indicating the locations of tent / canopy, existing buildings, parking lot, drive approaches, and any other information as needed by the Building Official for plan review approval.
- A detailed interior layout of tables, seating, fixtures, etc.
- All tents and canopies must be constructed of flame resistive material. **An affidavit or affirmation must be provided that certifies the flame resistant information.**
- All tents and canopies shall meet the exit and egress requirements of the Michigan Building Code.
- Exit signs are required in tents.
- Emergency lighting is required if the tent is to be occupied during non-daylight hours.
- Fire extinguishers must be provided in tents and canopies as directed by the Fire Marshall.
- An Electrical Permit is required for generators.
- Fire Marshall approval is required for any cooking equipment being used in or near the tent / canopy.
- If applicable, provide Oakland County Health Department approvals.
- Smoking is prohibited inside tents / canopies.

For any questions regarding application or inspection requirements, please contact the Building Department at 248-530-1850.

City of Birmingham
151 Martin Street, Birmingham, MI 48009
Community Development – Building Department
248.530.1850
www.bhamgov.org



CITY OF BIRMINGHAM
 151 Martin Street, Birmingham, MI 48009
 Community Development (248)530-1850
 Birmingham Shopping District (248)530-1200

DREAM CRUISE EVENT PERMIT APPLICATION

Permit # _____
 Project # _____
 Set Up Date _____
 Tear Down _____

I. EVENT INFORMATION			
Location Address:		☐ Tent(s) ☐ Canopy ☐ Sign(s) ☐ Generator Use (Separate Electrical Permit Required) ☐ Bleachers/Stages/Showcases/Temporary Structure	
☐ Private Property Vendor (Property Owner Consent & Commercial Vendor License Required) ☐ Public Property Vendor (Commercial Vendor License Required)			
II. APPLICANT INFORMATION		III. PROPERTY OWNER INFORMATION	
Name:		Name:	
Address:		Address:	
City	State:	Zip Code:	
Phone #:	Email*:		
IV. TENT/CANOPY PERMIT INFORMATION – REQUIRED FOR TENTS OVER 400 SQ FT			
Date of Setup:	Date of Tear Down:	Square Footage of each Tent/Canopy: _____ x _____ = _____ square feet _____ x _____ = _____ square feet	
	Number of Fire Extinguishers:		
Number of No Smoking Signs:	Number of Exit Signs:		
V. TEMPORARY USE PERMIT INFORMATION – REQUIRED FOR PRIVATE PROPERTY			
Details of Request for Temporary Use:			
VI. TEMPORARY SIGN PERMIT INFORMATION – TYPE OF SIGN ☐ BANNER ☐ A-FRAME ☐ ATTACHED ☐ OTHER _____			
Size: _____ x _____ = _____ square feet		Size: _____ x _____ = _____ square feet	
Size: _____ x _____ = _____ square feet		Size: _____ x _____ = _____ square feet Total # of Signs: _____	
VII. REQUIRED ATTACHMENTS			
a. Two (2) folded copies of site plan including location of all tents, bleachers, platforms and other site amenities (buildings, accessory structures, parking spaces, right-of-way, property lines, etc) b. Authorization of Property Owner (s) form - signed c. Dimensional drawing or photo for each sign d. Fire resistant certification for tents e. Two (2) folded copies of dimensional drawings for all temporary structures			
PLANS MUST BE SUBMITTED & APPROVED BEFORE A PERMIT CAN BE ISSUED. *I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent and we agree to conform to all applicable laws of the state of Michigan. I further expressly grant to the city of Birmingham, in addition to any applicable law, permission for building, engineering, and planning personnel to enter upon the subject premises for the purposes of conducting such inspections as said departments deem appropriate. All information submitted on this application is accurate to the best of my knowledge.			
VI. TEMPORARY STRUCTURE PERMIT INFORMATION – TYPE OF STRUCTURE ☐ PLATFORM/STAGE ☐ CANOPY ☐ SHOWCASE ☐ OTHER _____			
Size: _____ x _____ = _____ square feet		Size: _____ x _____ = _____ square feet	
Size: _____ x _____ = _____ square feet		Size: _____ x _____ = _____ square feet Total # of Structures: _____	
VIII. PERMIT FEES – ALL FEES ARE DUE UPON SUBMISSION – MAKE CHECKS PAYABLE TO ‘CITY OF BIRMINGHAM’			
Total # of Tents/Canopies: _____ x \$100/Per Tent = \$ _____ + Total # of Signs : _____ x \$50/Per Sign = \$ _____ + Total # of Structures: _____ x \$170* /Per Structure = \$ _____ (*\$90 Plan Review Fee & \$90 Permit Fee) + Temporary Use \$100 = TOTAL FEES DUE: \$ _____ - Make Checks Payable to ‘City of Birmingham’			
VII. APPLICANT SIGNATURE			
Applicant Signature		Printed Name	Date



CONSENT OF PRIVATE PROPERTY OWNER
CONSENT OF USE DURING THE DREAM CRUISE EVENT

I, _____, of the State of _____ and the
(name of property owner)

County of _____ state the following:

1. I am the owner of the property located at:

_____.

2. I understand where the vendor will be performing business and will do my best to provide a description of where the vendor will be located within the event area.
3. I have no objections to, and consent to the request(s) described in the application made to the City of Birmingham.

Signature of Property Owner

Date



CITY OF BIRMINGHAM
Community Development - Building Department
151 Martin Street, Birmingham, MI 48009
 Community Development: 248-530-1850

Permit # _____

Project # _____

INSPECTION REQUEST & ONLINE APPLICATION SITE: www.bs2online.com

Fax: 248-530-1290 / www.bhamgov.org

APPLICATION FOR ELECTRICAL PERMIT

I. JOB LOCATION					
Name of Owner/Agent			Has a building permit been obtained for this project?		
			☐ Yes ☐ No ☐ Not required		
Street Address/Job Location			Phone	Email*	
II. CONTRACTOR/HOMEOWNER INFORMATION					
☐ Contractor ☐ Homeowner			Contractor License Number		Expiration Date
Name:					
Address:			Master License Number		Expiration Date
City:	State	Zip code			
Office:	Cell:	Fax:	Federal Employer ID Number (or reason for exemption)		
Email:					
Workers Compensation Insurance Carrier (or reason for exemption)			MESC Employer Number (or reason for exemption)		
III. TYPE OF JOB					
☐ Single Family ☐ New ☐ Alteration ☐ Other ☐ Special Inspection					
IV. PLAN REVIEW INFORMATION					
If plans have not already been reviewed for this project, plans must be submitted with this application along with the review fee before a permit can be issued, except as listed below. Plans are not required for the following: - When the electrical system rating does not exceed 400 amps and the building is not over 3,500 square feet in area. - Work completed by a governmental subdivision or state agency costing less than \$15,000.00. If work being performed is described above, check box "Plans Not Required" What is the rating of the service or feeder in ampere? _____ What is the building size in square footage? _____ Plans are required: for all other building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to 1980 PA 299 and shall bear that architect's or engineer's seal and signature. Plans Not required ☐ Generators require the applicant to submit a certified or mortgage survey showing the proposed location of the unit and the clearance from property lines, windows and openings, and vents. CONTACT THE BUILDING DEPARTMENT FOR ADDITIONAL GENERATOR REQUIREMENTS.					
V. APPLICANT SIGNATURE					
Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines. <i>*By providing your email to the City, you agree to receive news and notifications from the City. If you do not wish to receive these messages, you may unsubscribe at any time.</i>					
Signature of licensee or homeowner (Homeowner signature indicates compliance with Section VI Homeowner Affidavit)					Date

COMPLETE APPLICATION ON NEXT PAGE

Revised 12/2022

City of Birmingham
 151 Martin Street, Birmingham, MI 48009
 Community Development – Building
 Department 248.530.1850
www.bhamgov.org

Receipt # _____

Date Submitted _____

Amount paid _____



AMENDMENT TO APPLICATION

Receipt # _____

Date Submitted _____

Amount paid _____

**COMMERCIAL VENDOR APPLICATION
DREAM CRUISE EVENT**

Chapter 26, Businesses, Article IV, Peddlers, Commercial Vendors & Solicitors

Applications must be submitted to the City Clerk's office no later than fourteen days prior to the requested effective date. 26-113(a). All application fees are due at the time of application and are non-refundable.

- ☐ **Vending/Peddling/Soliciting during the Dream Cruise in the Special Event Area** - any commercial vendor engaged in the sale of goods, wares, or merchandise, including food products; or traveling by foot or automotive vehicle from place to place or from street to street, carrying, conveying or transporting goods, wares, merchandise, including food products, offering and exposing the same for sale or making sales and delivering articles to purchasers, or taking or attempting to take orders for the sale of goods, wares and merchandise, books or magazines, personal property of any nature whatsoever for future delivery, or for services to be furnished or performed in the future, whether or not such individual has, carries or exposes for sale a sample of the subject of such sale or whether the subject is collecting advanced payments on such sales or not; or any person who requests money, credit, property, financial assistance or other thing of value, by personal interview or otherwise - on public property while roaming or at fixed location during a special event in the location of the special event. (see definition of commercial vendor)

NOTE: Vendors who wish to operate during a special event must obtain approval from the event coordinator. A map showing the location where vending will occur is required. The vendor application must be submitted at least two weeks prior to the event.

Fees: *Application Fee: \$75.00
*Daily Fee: \$10.00 per day/per location
*50% discount for Birmingham **licensed merchants**

- ☐ **Vending/Peddling/Soliciting during the Dream Cruise outside the Special Event Area** - any commercial vendor engaged in the sale of goods, wares, or merchandise, including food products; or traveling by foot or automotive vehicle from place to place or from street to street, carrying, conveying or transporting goods, wares, merchandise, including food products, offering and exposing the same for sale or making sales and delivering articles to purchasers, or taking or attempting to take orders for the sale of goods, wares and merchandise, books or magazines, personal property of any nature whatsoever for future delivery, or for services to be furnished or performed in the future, whether or not such individual has, carries or exposes for sale a sample of the subject of such sale or whether the subject is collecting advanced payments on such sales or not; or any person who requests money, credit, property, financial assistance or other thing of value, by personal interview or otherwise - on private property with permission from owner at a stationary/fixed location during a special event in a location outside of the special event. A map showing the location where vending will occur is required. (see definition of commercial vendor)

Fees: *Application Fee: \$75.00
*Daily Fee: \$10.00 per day/per location
*50% discount for Birmingham **licensed merchants**

Definition of Commercial Vendor: *Commercial vendor* shall mean any person offering, exposing for sale or making available for a price or donation, making sales and delivering articles to purchasers, or taking or attempting to take orders for sale of goods, foodstuffs or services of any kind, for immediate or future delivery or performance, whether or not such person has, carries or exposes for sale a sample of the subject of such sale or whether or not the person is collecting advance payment on such sale, by any of the following: (1) *Frozen Confection Vendors*, (2) *Special Event Vendor*, (3) *School Vendor or other Vendor at an athletic event in a City park* .

THE FOLLOWING INFORMATION MUST BE PROVIDED WITH THE APPLICATION:

- Application and Daily Fees (payable to the City of Birmingham)
- Insurance Certificate (For vending on public property - see Standard Insurance Requirements)
- Map showing location where vending will take place
- Hold Harmless Agreement
- Copies of driver's license or state ID for applicant and each vendor
- Copies of licenses/permits required by state law
- Must comply with all requirements of the Oakland County Health Department

APPLICANT INFORMATION - PLEASE PRINT

1. Full Name: _____
2. Address (residence): _____
(include city, state, and zip) _____
3. Phone: _____ Fax: _____
4. Email: _____
5. Length at residence: _____ years _____ months
6. Driver's License #: _____ Vehicle Plate #: _____
If vehicle is to be used: Year _____ Make _____ Model _____
7. Height: _____ Weight: _____ Color of Hair: _____ Color of Eyes: _____
Date of Birth: _____

ORGANIZATION/BUSINESS INFORMATION - PLEASE PRINT

1. Organization/Business Name: _____
2. Address (business): _____
(include city, state, and zip) _____
3. Phone: _____ Fax: _____

4. Is the organization/business tax exempt/charitable? _____
If so, proof of tax exempt/charitable status is required.
5. Is the organization/business licensed to solicit by the State of Michigan? _____
6. Type of organization/business? _____
7. If employed or acting as an agent for a parent company:
Organization: _____ Phone _____
Address (business): _____
(include city, state, and zip) _____
Type of Organization: _____
-

DETAILS OF ACTIVITY

1. Date & Time of Operation: (Note: Soliciting and peddling is allowed from 9:00 AM to 5:00 PM EST and from 9:00 AM to 8:00 PM during State of Michigan daylight savings time.)
Dates: From: _____, 20____ **To:** _____, 20____
(Month and Day) (Month and Day)
Hours: From: _____ A.M. / P.M. **To:** _____ A.M. / P.M.
2. Brief Description of activity to be conducted: _____

3. Method(s) to be used for vending: _____

4. Description of goods or services to be sold: (*Sales are limited to the products specified on the application.*)

5. Location of activity to be conducted (check all applicable):
☐ special event _____ (approval by event coordinator is required)
☐ other _____
Describe each specific location. If location is in front of business, please submit letter of approval from business owner.
6. Number of vending locations (as set by event coordinator): _____
7. Are you a vendor authorized to vend in the BSD Special Event area?
YES _____ NO _____

ADDITIONAL INFORMATION

1. Is this your first time applying for a vending permit in Birmingham this year?
YES _____ NO _____
If no, list the dates of your previous application: _____

2. Have you or your employer ever been convicted of any crime, misdemeanor, felony, or violation of any municipal ordinance? YES _____ NO _____
If answer is yes, give particulars of each charge and state disposition of each: _____

3. Have you or your employer ever had a vendor license revoked in another City?
YES _____ NO _____
If answer is yes, please describe the circumstances, including the year(s) the license was revoked:

4. List three references, who will certify as to the applicant's good moral character and business responsibility:
Name: _____ Phone #: _____
Name: _____ Phone #: _____
Name: _____ Phone #: _____

5. Vendors Only: Do you plan to use a tent? _____ If yes, how many? _____
Size of each tent: Tent #1 _____ Tent #2 _____ Tent #3 _____
*Contact the Community Development Department for information on tent, electrical, and sign permits.
(248.530.1850)*

6. Solicitors, peddlers, and vendor must include the following information for each solicitor/peddler/vendor. Attach additional sheet if necessary. PLEASE PRINT CLEARLY. Include a copy of the Driver's License or State ID.

LIST OF VENDORS/PEDDLERS/SOLICITORS

Full Name	Address	Phone #	Sex	Date of Birth	Driver's License #

SIGNATURE OF APPLICANT

The issuance of a vending permit is for the individual or company applying for such permit. Permit(s) are not transferable. Violations resulting from transfer of ownership will result in loss of permit(s). Violators will be subject to a municipal civil infraction. In accordance with City Ordinance, vendors must display the license issued so that it is visible to any person dealing with the vendor.

The City shall have the right to investigate and verify the information contained in this application.

I understand that any amendments to the originally approved application must be submitted to the City Clerk for review and approval and shall not be effective prior to such approval.

I understand that my vendor license may be revoked by the City for any of the reasons stated in Chapter 26 of the City Code.

I hereby certify that the foregoing statements are true and accurate to the best of my knowledge and belief and that I have read the city's vending ordinance and agree to abide by its terms.

Signature of Applicant:_____ Date: _____

(See front page for a list of items to be submitted with this application.)

By providing your e-mail to the City, you agree to receive news and notifications from the City. If you do not wish to receive these messages, you may unsubscribe at any time.

STANDARD INSURANCE REQUIREMENTS

Where insurance is required to be carried to make application for a permit or license, the applicant shall procure and maintain the following coverages and limits unless otherwise specified in this document.

Workers' compensation insurance. Workers' compensation insurance, including employers' liability coverage, in accordance with all applicable statutes of the state.

Commercial general liability (CGL) insurance. Commercial general liability insurance on an "occurrence basis," with limits of liability not less than \$1,000,000 per occurrence combined single limit, personal injury, bodily injury and property damage. Coverage shall include broad form general liability extensions or equivalent.

Motor vehicle liability insurance. Motor vehicle liability insurance, including all applicable no-fault coverages, with limits of liability of not less than \$1,000,000 per occurrence combined single limit bodily injury and property damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

Additional insured. Commercial general liability insurance and motor vehicle liability insurance as described above shall include an endorsement stating the following shall be *Additional Insureds*: The City of Birmingham, including all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof. This coverage shall be primary to any other coverage that may be available to the additional insured, whether any other available coverage be primary, contributing or excess.

Professional liability. Professional liability insurance with limits of not less than \$1,000,000 per claim if providing service that is customarily subject to this type of coverage.

Cancellation notice. Thirty days advance written notice of insurance cancellation, non-renewal and/or reduction or material change in coverage shall be provided to the city. Notice of cancellation, material change or reduction shall be attached to the certificate of insurance, or otherwise evidenced as in effect under the policy listed.

Proof of insurance coverage. The city shall be provided with certificates of insurance evidencing the coverages outlined above.

Expiration. If any of the above coverages expire, renewal certificates and/or policies must be provided to the city at least ten days prior to the expiration date.

Acceptability of insurance company. All coverages shall be with insurance carriers licensed to do business in the state. All coverages shall be with carriers acceptable to the city.

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The following language must be submitted **on the applicant's letterhead** and **signed** by an authorized representative of the organization.

HOLD-HARMLESS AGREEMENT

"To the fullest extent permitted by law, the _____ and any
(applicant/organization name)

entity or person for whom the _____ is legally liable, agrees to
(applicant/organization name)

be responsible for any liability, defend, pay on behalf of, indemnify, and hold harmless the City of Birmingham, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Birmingham against any and all claims, demands, suits, or loss, including all costs and reasonable attorney fees connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Birmingham, its elected and appointed officials, employees, volunteers or others working on behalf of the City of Birmingham, by reason of personal injury, including bodily injury and death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this activity/event. Such responsibility shall not be construed as liability for damage caused by or resulting from the sole act or omission of the City of Birmingham, its elected or appointed officials, employees, volunteers or others working on behalf of the City of Birmingham."

(Applicant's Signature)

(Date)

Street Map



Data Sources: Oakland County GIS Utility, City of Birmingham

Updated: November 2021

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Certificate Holder. The portion of the certificate of liability insurance must be made in the name of the City of Birmingham. The insurance submission will not be valid if the certificate holder is in the name of the applying person/corporation or any other person/corporation/agency.

Professional liability. Professional liability insurance with limits of not less than \$1,000,000 per claim if providing service that is customarily subject to this type of coverage.

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Acceptability of insurance company. All coverages shall be with insurance carriers licensed to do business in the state. All coverages shall be with carriers acceptable to the city.



Standard Insurance/ Special Event/ Vendor COI

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

DATE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER INSURANCE PROVIDER	CONTACT NAME: INSURANCE CONTACT	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
INSURED BUSINESS, ORGANIZATION, OR NAMES OF INSURED	INSURER A : INSURANCE COVERAGE	
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
☒	COMMERCIAL GENERAL LIABILITY			NUMBER	DATES MUST COVER USE		EACH OCCURRENCE \$ 1,000,000
	CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$
							MED EXP (Any one person) \$
							PERSONAL & ADV INJURY \$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000
	POLICY ☐ PROJECT ☐ LOC						PRODUCTS - COMP/OP AGG \$
	OTHER:						\$
☒	AUTOMOBILE LIABILITY			NUMBER	DATES MUST COVER USE		COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per person) \$
	HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED						\$
	RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			NUMBER	DATES MUST COVER USE		☒ PER STATUTE ☐ OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	☐ Y ☒ N	N/A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
	Liquor Liability (if applicable)			NUMBER	DATES MUST COVER USE		1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

"Additional Insureds": The City of Birmingham, all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and their board members, including employees and volunteers thereof. This coverage shall be primary to the additional insureds, and not contributing with any other insurance or similar protection available to the additional insured, whether said other available coverage be primary, contributory or excess. The authorized representative of the insurance carrier acknowledges that it has read the insurance provisions of the agreement between the city of Birmingham and the insured."

CERTIFICATE HOLDER**CANCELLATION**

CITYOB7 The City of Birmingham 151 Martin Street Birmingham, MI 48009	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE SIGNATURE